



City of Miami Springs, Florida

The Miami Springs City Council held a **WORKSHOP MEETING** in the Council Chambers at City Hall on Monday, August 4, 2008, at 7:00 p.m.

1. Call to Order/Roll Call

The meeting was called to order at 7:03 p.m.

The following were present:

- Mayor Billy Bain
- Vice Mayor Xavier Garcia
- Councilman Paul C. Dotson
- Councilman Rob Youngs

Absent:

- Councilman Bob Best

Also Present:

- City Manager James R. Borgmann
- Assistant City Manager Ronald K. Gorland
- Chief of Police H. Randall Dilling
- Police Captain Peter G. Baan
- Finance Director Leacroft E. Robinson
- Interim Comptroller Alicia E. González
- Human Resources Director Loretta M. Boucher
- Golf Director Michael W. Aldridge
- Golf Superintendent Sandy Pell
- City Planner Richard E. Ventura
- Elderly Services Director Karen Rosson
- City Clerk Magalí Valls

2. Invocation: Vice Mayor Garcia offered the invocation.

Salute to the Flag: The audience participated.

3. Workshop on Proposed Fiscal Year 2008/2009 Budget:

Opening Remarks by City Manager James R. Borgmann

City Manager Borgmann stated that Council received a memorandum after the tentative millage rate was passed explaining the problems and obstacles that they would be facing this year in putting together the budget. The Administration will address the issues and some changes will be made.

City Manager Borgmann said that this might be the last opportunity for Chief of Police H. Randall Dilling to address Council because he has successfully completed the real estate transaction on his home and his last day at City Hall will be Friday, August 8th. He issued a memorandum expressing his deepest thanks to the Chief for his six years of service to the City and working with him for the last five years. He stated that Chief Dilling had never disappointed him or failed to meet his expectations.

City Manager Borgmann explained that Police Captain Peter G. Baan would be speaking to Council about the Police Department budget and he would guide Council through the process. He publicly expressed his thanks to Chief Dilling and encouraged Council to take the opportunity to express their personal thoughts to him.

Councilman Dotson stated that he expressed his heartfelt sympathy to Chief Dilling upon hearing the news of his departure. He wishes him the best of luck and thanks him for what he has done for the City, which has been a good example for everybody. He has always appreciated the way that Chief Dilling has handled himself and what he has meant to the City.

Councilman Youngs said that he appreciates all the work that Chief Dilling has done for the City, it is sad to see him leave and he hopes he enjoys his retirement. He is very proud of him and he will always be a part of Miami Springs.

Vice Mayor Garcia stated that is sad to see Chief Dilling leave. He knows that he has met the City Manager's expectations, as well as his own expectations, and surpassed on more than a few occasions. He appreciates the open door policy of the Police Department and allowing Council members to ride with the officers to experience what transpires on the various shifts. He explained that this allows Council to have a better understanding of the Department and what is needed during budget time. He said that Chief Dilling will certainly be missed.

Mayor Bain felt that Chief Dilling is lucky to be able to retire and take it easy. Contrary to the misleading rumors that were told to him before he was elected to office, Chief Dilling is a true professional and he has made him a better Mayor, which is always appreciated. He has always thought of the Police Department as a separate entity because of the leadership, which makes the City a better place. He wished Chief Dilling the best of luck.

Chief of Police Dilling stated that he had been working in law enforcement for the last 36 years, the last 18 as a Chief, and the last six of those years in Miami Springs have been the best in his career.

Chief Dilling said that the Mayor, Council and Administration need to be proud of the fine, professional group of people in the Police Department because there has never been any bad publicity. He said that it has been a thrill working with his staff and they will sorely be missed. It has also been great working with Council and the City Manager. He thanked everyone for their fine comments and for his six years of employment with the City that he will truly treasure.

City Manager Borgmann stated that the budget workshop meetings allow Council to review each department's budget line by line and to ask questions. He plans to have an item on the agenda for the August 11, 2008 Regular Meeting to follow up on any information that Council requests that cannot be provided at this meeting.

Councilman Dotson would like to first discuss the general state of the budget in order to understand any changes, as well as review the revenue sheets.

I. City Council

Mayor Bain asked if there were any questions regarding the City Council budget.

Councilman Dotson asked about the new format and if "place holder based" means that the numbers are not available.

Finance Director Lee Robinson stated that "place holder based" means that further review on the numbers is required on some of the smaller revenue and expenditure items. The report should be familiar because it is similar to last year, showing numbers for the actual two years ago, last year's budget, last year's actual, the amended budget for 2007-2008, the year to date actual as of June and the request for 2008-2009. The only major change on the summary sheet that was presented at the last meeting is that the transfer out for capital funding was removed. He anticipates the funding required for the Recreation Center will be available or appropriated this fiscal year. There is \$1.6 million appropriated and he expects to close on a \$2.5 million loan before the end of this fiscal year.

Councilman Dotson said that he would talk about Community Center funding later, and discuss Council's budget now. He asked about \$1,500 budgeted for the Florida League of Cities Annual Conference and what this amount was based on.

City Clerk Magalí Valls responded that \$1,500 is based on \$150.00 per night for two nights for five Council members.

Councilman Dotson commented that only one Council member normally attends. He felt that because the budget is tight that only one person could continue to represent the City, reducing the line item by \$1,200. The Florida League of Cities Conference registration is \$325.00 and having only one representative would reduce the line item by \$1,300. He added that \$400.00 is budgeted for business cards, which would cover cards for sixteen people.

The City Clerk explained that she orders two sets of cards for each Council member, including a set when they serve as Vice Mayor and some use more cards than others.

Councilman Youngs added that the current Council might not require additional cards, but newly elected officials would require cards after the April 2009 election.

Councilman Dotson would like to reduce the amount for business cards to \$200.00.

Councilman Youngs suggested that the amount budgeted for Council to attend Dade Days in Tallahassee could be reduced because not every Council member attends. He explained that the strategy that worked this year was for Council to plan a trip to Tallahassee in advance of Dade Days.

Vice Mayor Garcia explained that the funds could be reallocated if they are not spent; the next Council might all decide to attend.

Mayor Bain could understand reducing the budget based on three Council members being able to attend. He felt that funds should be available in case Council has an opportunity to travel.

Councilman Dotson stated that there is a reduction of \$1,138,000 to consider and anything Council can do to make cuts is important because this is not an ordinary budget.

Councilman Youngs said that Travel and Per Diem is budgeted at \$10,725 and reducing it by \$2,500 would be a 25% reduction that may be sufficient for that category, with adjustments to the individual line item expenses.

Councilman Dotson clarified that he would not reduce the funds for Dade Days or the Miami-Dade County League of Cities because Council could decide they want or need to attend. He said that the experience with the Florida League of Cities Conference has been only one representative attending.

Councilman Youngs agreed with Councilman Dotson's suggestion.

Vice Mayor Garcia said that he could not agree because three Council members attended one year.

To answer Vice Mayor Garcia's question, City Manager Borgmann clarified that \$116.00 for a private phone line was reallocated from the City Manager's budget to Council's budget.

II. City Clerk

City Manager Borgmann commented that in many departments the salaries may have already included a 5% merit increase and 3% cost of living allowance (COLA) for budget purposes. These figures are not finalized and there could be decreases in those amounts.

Finance Director Lee Robinson stated that the City Clerk's budget has an increase of approximately 25% overall, mainly due to the inclusion of \$70,000 for election expenses and an additional \$7,800 in advertising that was previously booked in Non-departmental.

City Manager Borgmann clarified that the Administration tried to move as many items as possible from Non-departmental to the departments that oversee most of the activities related to the expenses. The cost of the fireworks was moved to Recreation and the elections fall under the guidance of the City Clerk.

III. City Manager

City Manager Borgmann explained that the City Manager's budget includes the grant writer position, which did not exist last year. In addition, the Customer Service position was moved from the Finance Department budget into the City Manager's budget. He stated that the salary shown for his position is incorrect.

To answer the Mayor's question, Mr. Borgmann clarified that in order to establish a separate department for the Grant Writer/Public Information Specialist it would need Council approval.

City Manager Borgmann clarified for Councilman Dotson that the 401A ICMA Retirement Trust covers the City Manager and the Assistant City Manager, it is calculated on 15% and since his salary is incorrect the amount would decrease.

Finance Director Lee Robinson stated that \$7,209 is built in as a merit increase for the City Manager. The City Manager reiterated that the figure is incorrect.

Councilman Dotson asked for a breakdown of the \$12,000 for Travel and Per Diem.

City Manager Borgmann responded that most of the \$12,000 makes up the car allowance for the City Manager and Assistant City Manager. They do very little traveling and he rarely attends conferences unless they are in Miami-Dade County or Fort Lauderdale.

To answer Councilman Dotson's question, City Manager Borgmann stated that the amount for Per Diem was a gross amount based on a monthly amount when he was first hired. He thought that the amount could be reduced to the current budget of \$10,000 because this year reflects expenses of \$9,971.00.

Assistant City Manager Gorland commented that the \$12,000 includes travel expenses for the Grant Writer.

City Manager Borgmann explained that the grant writer attends meetings to pre-qualify for grants, and she is reimbursed based on the mileage. There also might be an increase to cover the cost of shipping grant packages by Federal Express and the memberships for organizations that provide grant information increased the Dues, Memberships and Subscription line item.

Mayor Bain noted that the City Manager's salary would be corrected and the City Manager will reevaluate the amount budgeted for Travel and Per Diem.

To answer Vice Mayor Garcia's question, City Manager Borgmann said that he would provide the detail for Machinery and Equipment.

Mayor Bain asked about the health insurance expenses.

City Manager Borgmann clarified that the City pays 100% of the health insurance cost to the HMO level and any additional coverage is paid by the employee. The City Manager's budget includes health, life and accidental death, dental and vision coverage for five employees in the department.

The Mayor commented that the increase for insurance is due to the two additional employees that were not previously included in the City Manager's budget.

IV. Non-departmental

City Manager Borgmann noted that a correction must be made to delete "People Transportation Tax" under the heading for Non-departmental. Professional Services includes fees for the lobbyist, the employee benefits consultant, OPEB compliance and miscellaneous contingencies.

To answer the Mayor's question, City Manager Borgmann stated that the City received two invoices from The Wren Group for activities they completed and the third billing will come in September per the contract. The City is committed to pay \$44,000; they do not provide a detailed bill based on an hourly rate and he will provide copies of the invoices.

Councilman Youngs commented that technically Council would have to vote to hire The Wren Group again so their name should not be included in the budget as the lobbyist.

To answer Councilman Dotson's question, the City Manager clarified that the lobbyist secured a \$250,000 grant for stormwater drainage improvements and there is still \$150,000 remaining to be spent on stormwater projects. The priority is basin # 8 on the south leg of Hunting Lodge Drive, which would be approximately a \$1 million project. There was also \$250,000 awarded for the new Community Center/Emergency Shelter.

Councilman Dotson asked for a breakdown of the amount budgeted for electricity.

Interim Comptroller Alicia E. González responded that the Non-departmental budget includes the cost of electricity for City Hall. There is an 8% increase from Florida Power and Light for the period from October through December 31st and an additional 8% increase from January through September 2009, or an average of 12%.

To answer Councilman Dotson's question, Finance Director Lee Robinson stated that Rentals and Leases includes a lease agreement with Florida East Coast Railroad for the bike path as well as additional items. He will come back with a detailed breakdown of the expenses.

Councilman Dotson commented that additional detail next to the line item would be helpful, such as "Electricity – City Hall".

Finance Director Robinson clarified that \$6,000 is a place holder for Printing and Binding for items that benefit the entire City, not just one department. The Promotions line item is zero because expenses were allocated to other departments.

To answer Mayor Bain's question, Mr. Robinson explained that Liability Insurance covers City Hall based on the actual physical assets.

Councilman Dotson said that the total budget for Non-departmental is \$1,236,184 and it is important to know that the City Manager is responsible for this budget.

Finance Director Robinson stated that \$35,000 for Rentals and Leases includes \$18,000 for rental assistance to the Miami Springs Historical Museum.

(XI. Golf Course budget reviewed at this time)

Mayor Bain stated that he would like to address the City Hall air conditioning silencer. He asked if the funds were included in the Non-Departmental budget to install the silencing system.

City Manager Borgmann said that the funds might be in the Public Works budget; the largest expense in Non-departmental is the \$500,000 hurricane contingency.

V. Human Resources

To answer Councilman Dotson's question, Human Resources Director Loretta M. Boucher clarified that the City does not pay for her cellular phone. Originally the budget included the cost of a pager, but that was eliminated when the pagers were returned.

Councilman Dotson said that there is \$10,000 budgeted for Promotions and the year end projection for this fiscal year is \$7,100. He asked if there is something additional coming up next year that was not in this year's budget.

Ms. Boucher explained that Promotions includes funds for employment advertising for all positions and this year's expenses exceeded the budgeted amount. She said that they are now using the internet and professional organization publications in order to reduce expenses because advertising in the Miami Herald is expensive.

Vice Mayor Garcia asked if the new forms of advertising had worked.

Ms. Boucher stated that the Professional Police publication and the City's website had helped. She said that the Miami Herald is used because it is distributed throughout the State of Florida, not just a group of select people.

Councilman Dotson noted that the Professional Services budget is up by 50%.

Ms. Boucher clarified that Professional Services includes funds for drug testing, pre-employment physicals, background and credit checks, and the Employee Assistance Program (EAP).

City Manager Borgmann explained that on the police side there is a lot of expense related to hiring and in the final analysis the applicants might not be eligible for employment.

VI. Finance

Finance Director Lee Robinson stated that there are some changes to the Finance Department's budget, particularly in salaries and the number of personnel for next year. The Customer Service Representative was moved to the City Manager's budget and there is a recommendation for the position of Finance Accounting Analyst, which is an upgrade of the existing Accounting Clerk III position and that person will retire in three years. He felt that it is imperative to upgrade the skill levels within the Department and he cannot wait for three years. There are several major capital projects and grants in progress and it is important to have someone who can bring forth information to Council related to these projects.

Finance Director Robinson explained that another major change is that the Department is covering 50% of the Purchasing Manager, which is now the responsibility of an employee in Public Works. Purchasing was previously the responsibility of the Finance Department Systems Manager who will be utilized more as a Systems Analyst in order to be able to develop customized reports from the H.T.E. system. Spreadsheets have been used up to this point, which he would like to eliminate as much as possible. He added that there are funds in the budget for developing the employee's skills. She has a tremendous background, having worked for the City for many years; she is a back up to all positions within the department and has a wealth of knowledge of the H.T.E. system.

Finance Director Robinson explained that overtime was eliminated from the budget and the two cashier positions were built into the budget for the first six months in anticipation of some transitional work related to the Water and Sewer system transfer. The costs were allocated to the Water and Sewer Fund.

Councilman Dotson commented that the Finance Accounting Analyst will be a new position and the Finance Department will take on 50% of the salary for the Purchasing employee. He asked which department would cover the other 50% of the salary for that person.

Finance Director Robinson responded that the remaining 50% of the salary is in the Public Works Administration budget. He clarified that the new Finance Accounting Analyst would be a net increase of one position to the City. He added that he also eliminated a part-time position.

Councilman Dotson asked for an explanation of the estimated unemployment expenses in the budget.

Finance Director Robinson responded that unemployment is anticipated for one of the cashiers who currently supports the water and sewer functions. The other cashier is a temporary employee.

Vice Mayor Garcia asked if the Finance Director was confident he would be able to hire someone to fill the new position of Finance Accounting Analyst considering that the salary is less than the Accounting Clerk III.

Finance Director Robinson explained that a salary range was established beginning at \$43,167 and ranging to \$59,135. If the person is hired later during the fiscal year there might be funds available to offer a higher salary in order to compensate for their skills.

To answer Councilman Dotson's question, Interim Comptroller González explained that only one cellular telephone is budgeted for the Finance Director, which is \$36.75 per month and she figured a 5% increase, which totals \$441.00. She is not sure what amount was budgeted last year.

Councilman Dotson commented that the copier machines are leased. He asked if this is the most cost effective alternative.

City Manager Borgmann said that it would be very expensive to purchase and maintain the copiers. The leases for the various departments were consolidated into one and the City is saving approximately \$1,200.

Mayor Bain stated that his only reservation is the addition of one position. He would like the Administration to consider if there is someone within the department who is capable of performing the duties.

VII. City Attorney

City Manager Borgmann stated there is really no change to the City Attorney's budget, which was \$117,000 last year and \$116,500 next year. There is no increase in the hourly rate, the retainer for attending meetings is the same and the only change is an increase in Dues and Memberships and a reduction in Education and Training, resulting in a \$500 savings.

(Mayor Bain called for a five-minute recess)

VIII. Planning

City Planner Richard E. Ventura stated that \$100,000 was originally requested for Professional Services, mainly due to the traffic engineering study requested by the Department of Community Affairs for the Comprehensive Plan amendments. Last week two bids were received for the study, which were for \$46,000 and \$13,600. He recommended reducing the \$100,000 to \$50,000. He also anticipates expenses related to the Linear Park and the bike path lighting installation.

Councilman Dotson asked what work would be involved in the traffic study.

City Planner Ventura responded that the traffic study would cover traffic counts and observation.

City Manager Borgmann added that the traffic study proposal included mechanical counts as well as individual persons who would count traffic. The intent is to measure the current traffic flow and to determine what would be the impact with the proposed changes.

City Planner Ventura added that the consultants would use computer software programs based on the data that is collected.

To answer Councilman Dotson's question, City Planner Ventura explained that once the Comprehensive Plan amendments are adopted that the Comprehensive Plan and zoning maps would be revised. The \$5,970 in Printing and Binding would be carried over to next fiscal year to cover these expenses.

Councilman Dotson asked why the part-time person who works for the City Planner and City Clerk does not receive a cost of living allowance (COLA).

City Manager Borgmann responded that part-time personnel do not qualify for any benefits. He said that there is a significant amount of part-time labor with salaries totaling \$1,044,000. Every year the Administration re-evaluates the value of that labor and the hourly rate can be upgraded. Part-time employees do not automatically get a 3% COLA. He explained that the part-time employee that works for the City Planner and City Clerk works 29 hours per week and the salary is split 50/50.

IX. Police

City Manager Borgmann stated that the COLA in the Police budget had already been calculated because it is part of the collective bargaining agreement, plus each officer is eligible for a 5% step increase on their anniversary date, which is automatic.

Councilman Dotson inquired about the two police officer positions that are open but not funded. He asked if that meant these positions would not be filled during the next year.

Police Captain Peter G. Baan stated that it would be the same as last fiscal year. There are normally 43 sworn personnel budgeted and they agreed not to fund the two vacant positions last year. The budget is funded for 41 officers with the logic that due to the hiring process the department never operates with 43. He said that this plan worked this year and the department was able to stay within the overtime budget and keep officers on the streets.

To answer Councilman Dotson's question, Captain Baan explained that Special Pay is for shift differential and premium pay for education. The pay for shift differential was eliminated from this line item and included for regular salaries.

Councilman Dotson asked about line item 001-2001-521-22-00 budgeted at \$331,796.

Captain Bain responded that \$331,796 is budgeted for pension contribution and the amount is set by the actuary. He is not sure if that will be the actual number, it could be less and more information will be provided at the Pension Board meeting on Thursday, August 7, 2008.

Councilman Dotson commented that the cellular telephone expense had increased by approximately 40%. He asked what the reason for the increase is.

Captain Baan explained that the Police Department had a grant that covered the expense for the mobile data terminals, which is a cellular connection used in the police cars. The grant paid for the first three years of the program and it ended during the middle of this fiscal year.

To answer Councilman Dotson's question, Captain Baan responded that currently the department has 39 sworn officers, there are two open positions and one should be filled within the next two weeks. Another officer is expected to graduate from the Police Academy in November.

X. Law Enforcement

Vice Mayor Garcia asked what the balance in the Law Enforcement Trust Fund is.

Captain Baan stated that the balance is just under \$1 million. There is a \$900,000 certificate of deposit and \$100,000 in an operating account that is drawn from on an as needed basis.

Finance Director Lee Robinson confirmed that the fund balance is a little over \$1 million.

To answer Vice Mayor Garcia's question, Captain Baan explained that there is one full-time police officer assigned to a task force and money is forfeited from drug dealers and money launderers. The City receives a percentage of the money that is seized based upon the amount of time the officer spends on a particular case.

XI. Golf Course

Mayor Bain asked if there were funds budgeted for the purchase of equipment.

Golf Superintendent Sandy Pell stated that a seven-year old fairway unit would be replaced, as well as three Toro Work Master utility vehicles that are approximately six to eight years old.

City Manager Borgmann stated that the maintenance equipment items total \$77,544.

Ms. Pell explained that the heavier duty utility vehicles handle the fertilizing, pulls the top dresser and aerifier and the other two utility vehicles are work carts. Each piece of equipment is used every morning.

Councilman Dotson asked if all three pieces needed replacement this year.

Ms. Pell responded that she had been postponing the purchase of the equipment due to other replacement needs. She explained that the equipment is unsafe because of the poor condition.

Mayor Bain recommended eliminating one mid-duty utility vehicle.

To answer Vice Mayor Garcia's question, Ms. Pell said that she would postpone the purchase of one utility vehicle until next year.

City Manager Borgmann explained that the Finance Director estimated the principal and interest for SunTrust Lease # 4, which would cover the purchase of the equipment, so the actual cost would be approximately \$20,000 per year, instead of spending the total \$77,000.

To answer Councilman Dotson's question, Interim Comptroller Alicia E. González responded that SunTrust lease # 1 was a four-year lease that will expire in November 2008 and # 2 was a three-year lease that will expire in August 2009.

Councilman Youngs asked to consider what would be the marginal savings under the leasing terms by eliminating one mid duty utility vehicle.

Councilman Dotson asked if it was too soon to gauge what equipment would be needed in 2010.

Ms. Pell stated that there is a five-year replacement plan based on the age of the equipment.

City Manager Borgmann explained that the equipment replacement is based on the number of hours on the engine, not the age.

Golf Director Mike Aldridge said that the estimate is 100,000 hours for each year.

Councilman Youngs calculated that the budget savings by eliminating one mid duty utility vehicle would be approximately \$3,500 per year.

To answer the Mayor's question, Ms. Pell responded that the contractual agreement with Greens Grade Services is working very well and it is one of the best decisions she has made. It takes the burden off herself and the Staff because the people are trained and it has eliminated certain administrative costs.

Mayor Bain asked if there was sufficient work for the labor force.

Mr. Aldridge commented that the position of Assistant Pro was eliminated from the budget.

To answer Councilman Dotson's question, Ms. Pell stated that Other Contractual Services includes the agronomic services and the Greens Grade Service for contractual labor.

Councilman Dotson stated that \$395,892 is estimated for Contractual Services next year, while the projection for the end of the current fiscal year is \$254,110.

Ms. Pell said that she is replacing the three existing employees, offering them a position with Greens Grade Services.

Mr. Aldridge added that last year salaries were \$186,000 and this it will be reduced to \$104,000.

City Manager Borgmann stated that due to the condition of the irrigation system they wanted to keep one additional person to maintain the system. The salary amount for that person would be deducted from the \$395,892.

Mr. Aldridge said that there are also reductions for part-time year round, overtime, pension, etc. He estimated that the overall budget for Golf would be reduced by \$75,000 to \$80,000.

To answer Councilman Dotson's question, Mr. Aldridge projected that the worse case scenario considering all percentages would be a loss of \$125,000 for this fiscal year.

City Manager Borgmann stated that on the revenue page under General Fund there is a figure of \$201,588, which was the number that was calculated to balance the Golf Department budget and the Administration went back to find ways to reduce this number by cutting certain expenses like the Assistant Director.

Mr. Aldridge added that one person from Green Grade Services would be eliminated.

City Manager Borgmann said that at budget time it is easy to make cuts in order to save money but if the Golf Course begins to decline, the Administration will come back to Council to request additional staff.

Councilman Dotson stated that he would like to keep building the Golf Course in order for it to reach a break even point and it is crucial to keep the progress going.

Ms. Pell said that the Golf Course is in the best condition, partially due to the change to Greens Grade Services.

Councilman Youngs mentioned that changing out the irrigation system is the highest priority for capital improvements. He asked if the dollar amount is still estimated at \$1.7 million.

Ms. Pell responded that the most recent estimate was close to \$1.2 million. The City Manager recalled that it was \$1.7 million.

Councilman Youngs would like to determine if the system could be replaced in phases or if there is a savings by doing it all at once. This has been a priority for several years and the question is if it cannot be done this year, when can it be done. If the system fails during a dry spell it could reduce the quality of the entire course.

Ms. Pell stated that if one of the large pumps fails it would be very costly to replace and then it would be the time to change the entire system. She would seriously consider replacing the system within the next year. She spoke with the representative from Research Irrigation and he recommended doing the work all at one time because there would be different pressures on both sides of the Golf Course by doing it in phases, which would make the water disbursement off balance.

Mayor Bain requested a report for the August 11, 2008 Regular Meeting with an overview of the budget changes.

Councilman Dotson stated that he would like clarification on the projected change in fund balance for the General Fund. A draft copy was provided at the Special Meeting on July 24, 2008, and there are more possible changes based on tonight's discussion. He hopes to make substantial progress on reducing the deficit.

Councilman Dotson commented that there is a \$97,381 increase in the amount of expenditures over revenue, which now totals \$205,529 and it was previously \$108,148. He sees the accounts with the increases and would like to understand what is involved. The Finance Department has a \$9,000 change; there is an increase in Planning, Recreation Administration and Recreation Pool, while there are decreases in Public Works Administration and Recreation Tennis.

City Manager Borgmann explained that some changes were made after reviewing the numbers. The tentative millage is based on the Administration's best estimates and then the numbers are refined.

City Manager Borgmann stated that the City would still be sending out bills for sanitation, recycling and stormwater fees for the upcoming year as well as collecting fees for building permits, which means one cashier is needed at the window in the Finance Department. Next year, there are plans to place the flat utility fees on the residents' tax bill, which will save money and time.

Councilman Dotson stated that a large portion of the \$97,000 is \$84,000 for the Pool.

Finance Director Robinson offered to provide the details for the changes between the initial draft versus the most recent draft, as well as summarize the changes for the draft that will be presented for the next meeting.

Councilman Dotson said that he would like to see where the City stands in terms of personnel and salaries, eliminating the people who are being transferred as a result of the water and sewer transfer, as well as the independent Tennis employee. He would like a comparison showing the number of current employees and salaries compared to last year with the exclusions. He recalled that personnel costs increased by approximately 6% in previous years.

Councilman Dotson commented that he had questions about some of the revenue accounts, which will be addressed on the next Workshop agenda.

City Manager Borgmann urged Council to call him if they had any questions prior to the next meeting.

Councilman Dotson stated that he appreciated the work of Finance Director Robinson and Interim Comptroller González.

4. Adjourn.

There being no further business to be discussed the meeting was adjourned at 9:18 p.m.

Billy Bain
Mayor

ATTEST:

Magalí Valls, CMC
City Clerk

Approved as written during meeting of: 8/25/2008

Transcription assistance provided by S. Hitaffer